



TOWN CLERK'S OFFICE  
TOWN OF ARLINGTON 02174

REDEVELOPMENT BOARD

2022 JUL 8 AM 10:29  
Application for Special Permit In Accordance with Environmental Design  
Review Procedures (Section 3.4 of the Zoning Bylaw)

PLANNING & COMMUNITY  
DEVELOPMENT

2022 JUL -8 A 10:54

RECEIVED

Docket No. 3707

1. Property Address Jefferson Cutter House, 611 Massachusetts Ave., Arlington, MA 02474  
Name of Record Owner(s) Arlington Redevelopment Board Phone 781-316-3000  
Address of Owner 730 Massachusetts Ave., Arlington, MA 02476  
Street City, State, Zip

2. Name of Applicant(s) (if different than above) Cyrus E. Dallin Art Museum, Inc.  
Address 611 Massachusetts Ave., Arlington, MA 02474 Phone (781) 641-0747  
Status Relative to Property (occupant, purchaser, etc.) \_\_\_\_\_

3. Location of Property Parcel ID: 050.0-0008-0001.B  
Assessor's Block Plan, Block, Lot No. \_\_\_\_\_

4. Deed recorded in the Registry of deeds, Book \_\_\_\_\_, Page \_\_\_\_\_;  
-or- registered in Land Registration Office, Cert. No. \_\_\_\_\_, in Book \_\_\_\_\_, Page \_\_\_\_\_.

5. Present Use of Property (include # of dwelling units, if any) Location of the Cyrus Dallin Art Museum, Arlington Chamber of Commerce, and Cutter Gallery

6. Proposed Use of Property (include # of dwelling units, if any) CDAM, Inc. is requesting a special permit from the ARB for the fabrication and installation of a freestanding post sign in front of the Jefferson Cutter House identifying the property as the location of the Dallin Museum and Chamber of Commerce.

The dimensions of the proposed sign exceed what is allowed in section 6.2.2(C) of the Zoning Bylaw.

7. Permit applied for in accordance with 6.2.2(C) Signs/Sign Special Permits  
the following Zoning Bylaw section(s) \_\_\_\_\_

section(s) title(s)

8. Please attach a statement that describes your project and provide any additional information that may aid the ARB in understanding the permits you request. Include any reasons that you feel you should be granted the requested permission.

(In the statement below, strike out the words that do not apply)

The applicant states that the Cyrus E. Dallin Art Museum, Inc. is the owner -or- occupant -or- purchaser under agreement of the property in Arlington located at 611 Massachusetts Ave., Arlington, MA 02474

which is the subject of this application; and that unfavorable action -or- no unfavorable action has been taken by the Zoning Board of Appeals on a similar application regarding this property within the last two years. The applicant expressly agrees to comply with any and all conditions and qualifications imposed upon this permission, either by the Zoning Bylaw or by the Redevelopment Board, should the permit be granted.

Heather Leavell

Heather Leavell

Director/Curator

Signature of Applicant(s)

Cyrus Dallin Art Museum, 611 Mass. Ave., Arlington, MA 02474 (781) 641-0747

Address

Phone



Town of Arlington Redevelopment Board  
Application for Special Permit in accordance with  
Environmental Design Review (Section 3.4)

Required Submittals Checklist

Two full sets of materials and one electronic copy are required. A model may be requested. Review the ARB's Rules and Regulations, which can be found at [arlingtonma.gov/arb](http://arlingtonma.gov/arb), for the full list of required submittals.

- Dimensional and Parking Information Form (see attached)
- Site plan of proposal
- Model, if required
- Drawing of existing conditions
- Drawing of proposed structure
- Proposed landscaping. May be incorporated into site plan
- Photographs
- Impact statement
- Application and plans for sign permits
- Stormwater management plan (for stormwater management during construction for projects with new construction)

FOR OFFICE USE ONLY

- Special Permit Granted Date: \_\_\_\_\_
- Received evidence of filing with Registry of Deeds Date: \_\_\_\_\_
- Notified Building Inspector of Special Permit filing Date: \_\_\_\_\_

**TOWN OF ARLINGTON  
REDEVELOPMENT BOARD**

**Petition for Special Permit under Environmental Design Review (see Section 3.4 of the  
Arlington Zoning Bylaw for Applicability)**

For projects subject to Environmental Design Review, (see Section 3.4), please submit a statement that completely describes your proposal, and addresses each of the following standards.

1. **Preservation of Landscape.** The landscape shall be preserved in its natural state, insofar as practicable, by minimizing tree and soil removal, and any grade changes shall be in keeping with the general appearance of neighboring developed areas. **See impact statement**
2. **Relation of Buildings to Environment.** Proposed development shall be related harmoniously to the terrain and to the use, scale, and architecture of existing buildings in the vicinity that have functional or visual relationship to the proposed buildings. The Arlington Redevelopment Board may require a modification in massing to reduce the effect of shadows on abutting property in an R0, R1 or R2 district or on public open space.  
**See impact statement**
3. **Open Space.** All open space (landscaped and usable) shall be so designed as to add to the visual amenities of the vicinity by maximizing its visibility for persons passing the site or overlooking it from nearby properties. The location and configuration of usable open space shall be so designed as to encourage social interaction, maximize its utility, and facilitate maintenance.  
**See impact statement**
4. **Circulation.** With respect to vehicular, pedestrian and bicycle circulation, including entrances, ramps, walkways, drives, and parking, special attention shall be given to location and number of access points to the public streets (especially in relation to existing traffic controls and mass transit facilities), width of interior drives and access points, general interior circulation, separation of pedestrian and vehicular traffic, access to community facilities, and arrangement of vehicle parking and bicycle parking areas, including bicycle parking spaces required by Section 8.13 that are safe and convenient and, insofar as practicable, do not detract from the use and enjoyment of proposed buildings and structures and the neighboring properties.  
**See impact statement**
5. **Surface Water Drainage.** Special attention shall be given to proper site surface drainage so that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Available Best Management Practices for the site should be employed, and include site planning to minimize impervious surface and reduce clearing and re-grading. Best Management Practices may include erosion control and storm water treatment by means of swales, filters, plantings, roof gardens, native vegetation, and leaching catch basins. Storm water should be treated at least minimally on the development site; that which cannot be handled on site shall be removed from all roofs, canopies, paved and pooling areas and carried away in an underground drainage system. Surface water in all paved areas shall be collected at intervals so that it will not obstruct the flow of vehicular or pedestrian traffic, and will not create puddles in the paved areas.

In accordance with Section 3.3.4, the Board may require from any applicant, after consultation with the Director of Public Works, security satisfactory to the Board to insure the maintenance of all storm water facilities such as catch basins, leaching catch basins, detention basins, swales, etc. within the site. The Board may use funds provided by such security to conduct maintenance that the applicant fails to do. The Board may adjust in its sole discretion the amount and type of financial security such that it is satisfied that the amount is sufficient to provide for the future maintenance needs.

N/A

6. **Utility Service.** Electric, telephone, cable TV and other such lines and equipment shall be underground. The proposed method of sanitary sewage disposal and solid waste disposal from all buildings shall be indicated.

N/A

7. **Advertising Features.** The size, location, design, color, texture, lighting and materials of all permanent signs and outdoor advertising structures or features shall not detract from the use and enjoyment of proposed buildings and structures and the surrounding properties. Advertising features are subject to the provisions of Section 6.2 of the Zoning Bylaw.

**See impact statement**

8. Special Features. Exposed storage areas, exposed machinery installations, service areas, truck loading areas, utility buildings and structures, and similar accessory areas and structures shall be subject to such setbacks, screen plantings or other screening methods as shall reasonably be required to prevent their being incongruous with the existing or contemplated environment and the surrounding properties.

N/A

9. Safety. With respect to personal safety, all open and enclosed spaces shall be designed to facilitate building evacuation and maximize accessibility by fire, police, and other emergency personnel and equipment. Insofar as practicable, all exterior spaces and interior public and semi-public spaces shall be so designed as to minimize the fear and probability of personal harm or injury by increasing the potential surveillance by neighboring residents and passersby of any accident or attempted criminal act.

N/A

10. Heritage. With respect to Arlington's heritage, removal or disruption of historic, traditional or significant uses, structures, or architectural elements shall be minimized insofar as practicable, whether these exist on the site or on adjacent properties.

N/A

11. Microclimate. With respect to the localized climatic characteristics of a given area, any development which proposes new structures, new hard-surface ground coverage, or the installation of machinery which emits heat, vapor, or fumes, shall endeavor to minimize, insofar as practicable, any adverse impact on light, air, and water resources, or on noise and temperature levels of the immediate environment.

N/A

12. Sustainable Building and Site Design. Projects are encouraged to incorporate best practices related to sustainable sites, water efficiency, energy and atmosphere, materials and resources, and indoor environmental quality. Applicants must submit a current Green Building Council Leadership in Energy and Environmental Design (LEED) checklist, appropriate to the type of development, annotated with narrative description that indicates how the LEED performance objectives will be incorporated into the project.

[LEED checklists can be found at <http://www.usgbc.org/DisplayPage.aspx?CMSPageID=220b> ]

N/A

In addition, projects subject to Environmental Design Review must address and meet the following Special Permit Criteria (see Section 3.3.3 of the Zoning Bylaw):

1. The use requested is listed as a special permit in the use regulations for the applicable district or is so designated elsewhere in this Bylaw.
2. The requested use is essential or desirable to the public convenience or welfare.
3. The requested use will not create undue traffic congestion or unduly impair pedestrian safety.
4. The requested use will not overload any public water, drainage or sewer system or any other municipal system to such an extent that the requested use or any developed use in the immediate area or in any other area of the Town will be unduly subjected to hazards affecting health, safety or the general welfare.
5. Any special regulations for the use as may be provided in this Bylaw are fulfilled.
6. The requested use will not impair the integrity or character of the district or adjoining districts, nor be detrimental to the health, morals, or welfare.
7. The requested use will not, by its addition to a neighborhood, cause an excess of the particular use that could be detrimental to the character of said neighborhood.

**TOWN OF ARLINGTON**  
 Dimensional and Parking Information  
 for Application to  
 The Arlington Redevelopment Board

Docket No. 3707

Property Location 611 Massachusetts Ave., Arlington, MA 02474

Zoning District R1

Owner: Arlington Redevelopment Board

Address: 730 Massachusetts Ave., Arlington, MA 02476

Present Use/Occupancy: No. of Dwelling Units:  
 Business - Cyrus Dallin Art Museum, Arlington  
 Chamber of Commerce, Cutter Gallery

Uses and their gross square feet:

Proposed Use/Occupancy: No. of Dwelling Units:

Uses and their gross square feet:

		Present Conditions	Proposed Conditions	Min. or Max. Required by Zoning for Proposed Use
Lot Size		13300 sq ft		min.
Frontage				min.
Floor Area Ratio				max.
Lot Coverage (%), where applicable				max.
Lot Area per Dwelling Unit (square feet)				min.
Front Yard Depth (feet)				min.
Side Yard Width (feet)	right side			min.
	left side			min.
Rear Yard Depth (feet)				min.
Height				min.
Stories				stories
Feet				feet
Open Space (% of G.F.A.)				min.
Landscaped (square feet)				(s.f.)
Usable (square feet)				(s.f.)
Parking Spaces (No.)				min.
Parking Area Setbacks (feet), where applicable				min.
Loading Spaces (No.)				min.
Type of Construction		wood frame, clapboard		
Distance to Nearest Building				min.



**Arlington Redevelopment Board  
Cyrus Dallin Art Museum EDR Special Permit Request  
Impact Statement  
July 7, 2022**

**Purpose:**

The Cyrus Dallin Art Museum is proposing to fabricate and place a free-standing post sign in front of the Jefferson Cutter House identifying the property as the location of the Museum and the Arlington Chamber of Commerce. The building's pre-existing sign, which had been in Whittemore Park, was removed for the Park Rehabilitation Project. The condition of the sign was found to be too deteriorated to reinstall.

**Dimensions and Materials:**

The sign will measure 50" w x 44" h overall and will consist of two 3mm dibond panels (a weatherproof aluminum) and two 4"x4" wood posts with beveled caps. The Museum's name panel will measure 50" w x 21" h. The Chamber's will be 48" w x 3" and will be hung from the lower edge of the Museum's panel with matching hardware. The posts and caps will be custom painted a gold tone to match the Museum's logo and font. The posts will be set in concrete. As an alternative to wood, we ask that the Arlington Redevelopment Board and Arlington Historical Commission consider allowing the use of a wood-style Azek or other PVC material, which will significantly increase the durability of the sign.

Please note that the proposed dimensions are comparable to those of the Museum's previous sign which measured 47" w x 53" h.

**Location:**

The proposed location of the sign was determined in consultation with the Department of Planning and Community Development as part of the Whittemore Park Revitalization Project. The sign will be placed to the left of the front door, close to the house (between the walkway and the building) and centered beneath the two windows.

**Design/Advertising Features**

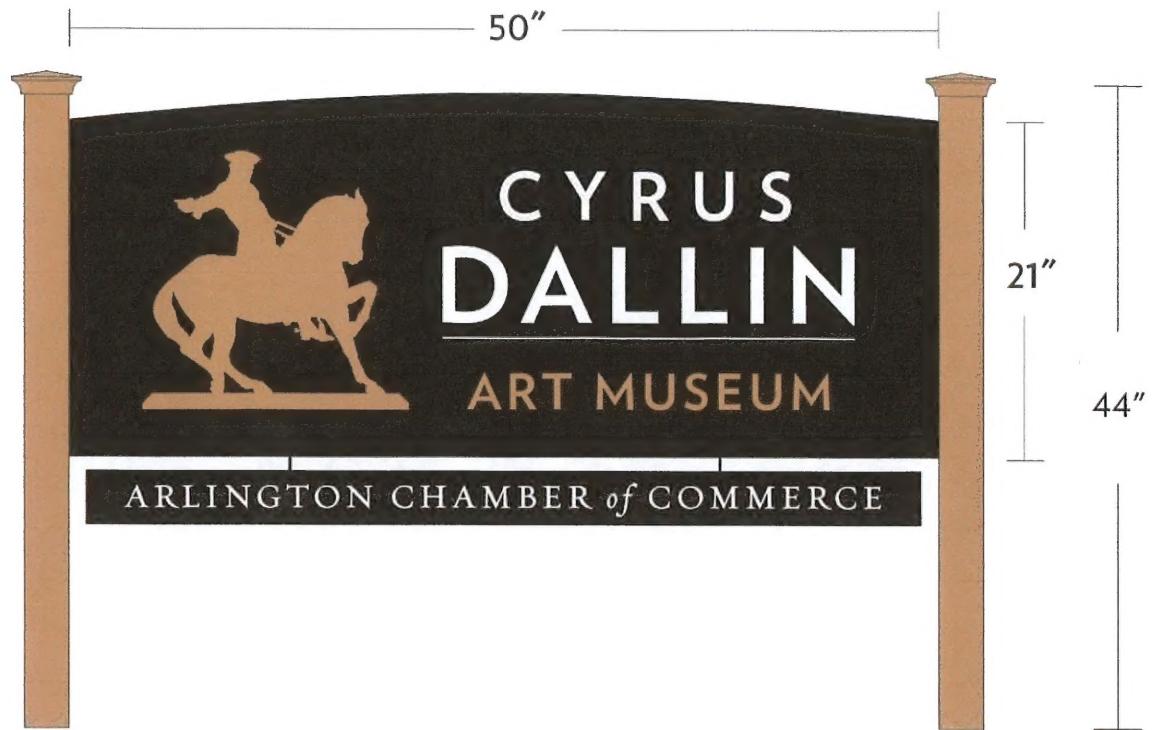
The sign was designed by Dallin Museum Trustee, Chris Costello. Chris works as a graphic designer for The Trustees and has created many interpretive and wayfinding signs for that organization. The traditional shape and color palette reflect the building's architecture, the Museum's brand, and Whittemore Park design guidelines. The sign is scaled to integrate with and complement the building and its surroundings, while also being large enough for Museum visitors to read across the park.

**Cyrus Dallin Art Museum EDR Special Permit Request**  
**Impact Statement Continued**

**Need**

For two years, the Jefferson Cutter House has been without a sign identifying the property as the location of the Cyrus Dallin Art Museum and Arlington Chamber of Commerce. (The Cutter Gallery has its own sign in the rear of the building.) This fact, in combination with disruptions caused by the Whittemore Park Revitalization Project and the Covid-19 pandemic, has had a devastating impact on the Museum's visitation numbers. In addition, there is a general lack of recognition among Arlington residents of the Museum's existence and its many contributions to the community. The proposed sign project will play a crucial role in promoting the Dallin Museum's presence as a thriving, accessible cultural resource in Arlington Center for the use and enjoyment of the community.

**See attached drawing and photo. For further information, please contact Heather Leavell at [hleavell@dallin.org](mailto:hleavell@dallin.org).**



Color mix for gold posts and graphics: 40% cyan, 60% magenta, 85% yellow, and 0% black





July 7, 2022

Arlington Redevelopment Board  
c/o Department of Planning and Community Development  
Arlington Town Hall  
730 Mass. Ave.  
Arlington, MA 02476

Dear Redevelopment Board:

Enclosed please find the Cyrus Dallin Art Museum's application for a special permit for the design and installation of a new sign in front of the Jefferson Cutter House. The sign will identify the property as the location of the Dallin Museum and the Arlington Chamber of Commerce.

The previous sign was removed during Phase I of the Whittemore Park Revitalization Project. It was determined that the sign was too deteriorated to reuse and that its dimensions exceeded those allowable under the Town's zoning bylaws.

I hope you will agree that the proposed design and dimensions will effectively and appropriately promote the Museum's and Chamber's presence in Arlington Center. Chamber Executive Director Beth Locke has signed off on the design and is aware that the Museum is applying for this special permit.

If you require additional information, please do not hesitate to contact me at [hleavell@dallin.org](mailto:hleavell@dallin.org) or 781-641-0747.

Sincerely,

A handwritten signature in black ink that reads 'Heather Leavell'.

Heather Leavell  
Director/Curator